Human Resources Management
Out-of-Cycle Certification

[COMPONENT*]
[SYSTEM]

[DATE OF PRESENTATION TO DEFENSE BUSINESS COUNCIL]

**DHRA OEP Sub-Components should insert the name of their office in place of "Component" throughout*

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[COMPONENT] HRM Portfolio Overview

- Out of Cycle certification request for FY[XXXX]
  - [SYSTEM NAME (SYSTEM ACRONYM)]
    - Development/Modernization: $[#]M
- Certification details from approved FY[XXXX] OEP
  - [#] Defense Business Systems (DBS) in [COMPONENT] HRM Portfolio
    - Development/Modernization: $[#]M
    - Current Services: $[#]M
    - Total: $[#]M]
- Proposed FY[XXXX] certification including [SYSTEM ACRONYM]
  - [#] Defense Business Systems (DBS) in [COMPONENT] HRM Portfolio
    - Development/Modernization: $[#]M
    - Current Services: $[#]M
    - Total: $[#]M

Program Overview

Key Program Events

(State program's current status and anticipated timeframe for reaching each milestone in the development life cycle; if in sustainment, indicate any upcoming life cycle or program events)

Event	Date
Funds first obligated	
Milestone A	
Milestone B	
Milestone C	
Full Deployment Decision	
Full Deployment	

Compliance

- Business Process Re-engineering (BPR) compliance status
- Business Enterprise Architecture (BEA) versionXX compliance status

Program Description

Provide a short description of the program, including:

- Program background *(why program is submitting an Out-of-Cycle request)*
- Capability being delivered/problem being solved, and how it ties to Strategic Management Plan (SMP)
- Purpose of funding request *(how the funding will be used)*
- Current acquisition phase of program
- Pre-Certification Authority (PCA) request: $[#]M for [SYSTEM ACRONYM]

Please duplicate slide for each system coming in for an out of cycle request.

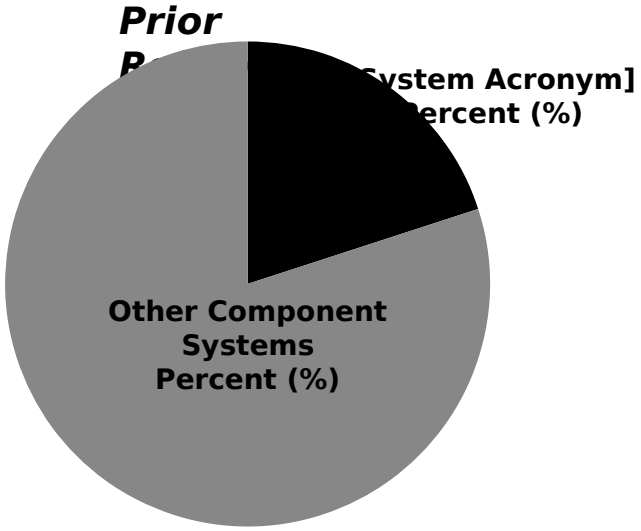
Investment Detail

The following table outlines the changes to [COMPONENT's] portfolio in the FY[XX] submission

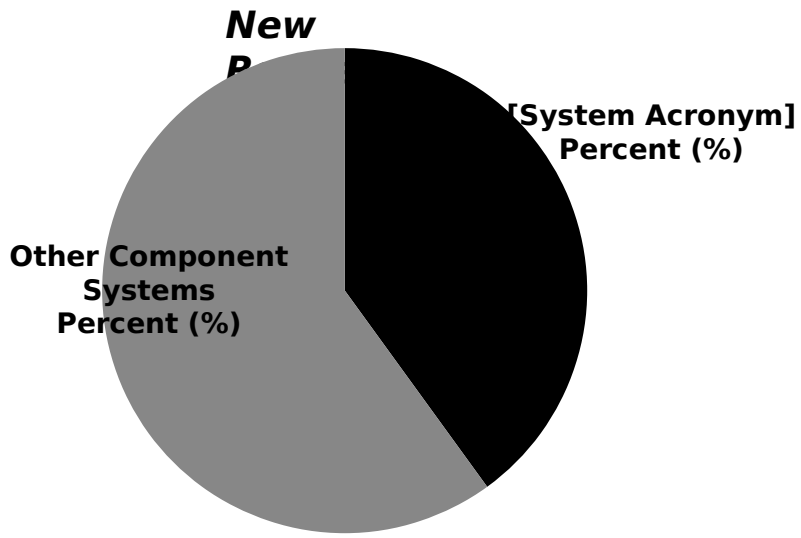
Defense Business System (DBS)	Prior Certification Amount	New Request	Dev/Mod Change	Current Services Change	Updated OEP Total	Portfolio	Notes

[COMPONENT] FY[XXXX] Requests

This slide provides a graphical depiction of the funding changes to the organization's portfolio as well as any key takeaways



DBS Program	FY[XXXX]
[System Acronym]*	$
Other [Component] Systems	$
Total	$

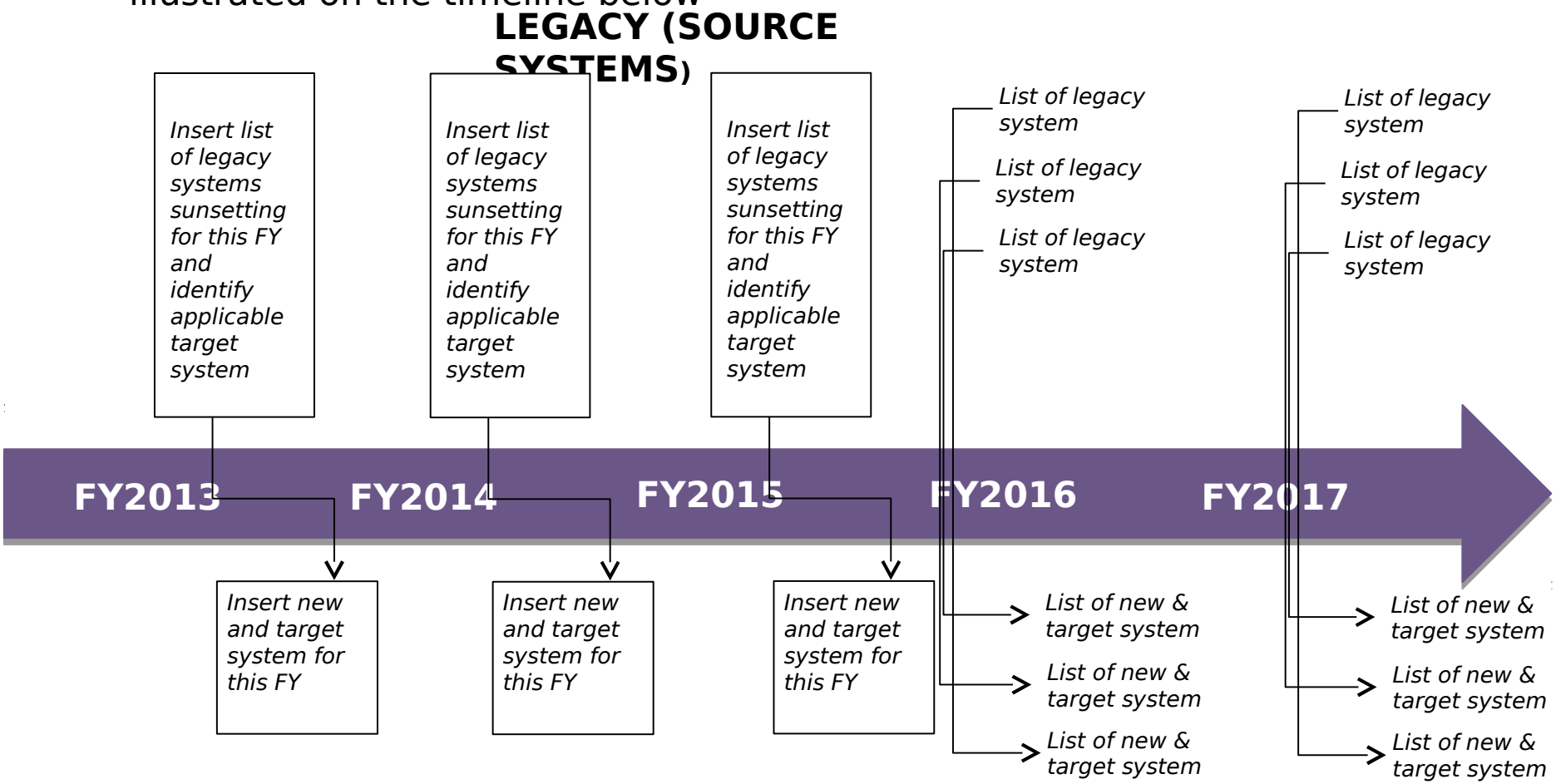


DBS Program	FY[XXXX]
[System Acronym]*	$
Other [Component] Systems	$
Total	$

KEY TAKEAWAYS

- List key takeaway here
- List key takeaway here
- List key takeaway here

**If more than one system is coming in for an Out-of-Cycle certification request, please add an additional line(s)*

Roadmap to Target Environment

[COMPONENT] legacy systems will transition to target systems as illustrated on the timeline below